

# AUTO CR - LOG SUMMARY #1063471

TYPE: CR

## Incident Finding / Overall Case Finding

Description of Incident	Finding	Entered By	Entered Date
	SUSTAINED	ROUSSELL, JAMES	14-MAY-2014

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	WILSON, MICHELLE E	281		003 /	SERGEANT OF POLICE	F	BLK		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
12-JUL-2013 10:31 - 12-JUL-2013 10:31	7040 S COTTAGE GROVE AVE, CHICAGO, IL 60637	0321	003	280 - POLICE FACILITY/VEH PARKING LOT	

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	HOWARD, PATRICIA	50152		003 /	CROSSING GUARDOFF Duty		It is reported that the accused is indebted to the City of Chicago for the amount of \$1020.00.

## Other Involved Parties

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Witness	STEHLIK, JOSEPH E			121 /	SERGEANT OF POLICE	M	WHI		

## Involved Party Associations

Role	Rep. Party Name	Related Person	Relationship
Reporting Party Third Party	WILSON, MICHELLE E	HOWARD, PATRICIA	NO RELATIONSHIP

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N	Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Civil Suit Settled Date:	
Notify Chief Administrator?	N	Notify Chief?	
Notify Coordinator?		Notification Does Not Apply?	Y
Notification Other?	N		
Notification Comments:			

## Incident Category List

Incident Category	Primary?	Initial?
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y	Y
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y	N

## Investigator History

## Investigator History

Investigator	Type	Assigned Team	Assigned Date	Scheduled End Date	Investigation End Date	No. of Days
STEHLIK, JOSEPH	Primary	GENERAL INVESTIGATION SECTION	19-JUL-2013	16-NOV-2013	30-OCT-2013	103
STEHLIK, JOSEPH	Primary	GENERAL INVESTIGATION SECTION	26-NOV-2013	26-DEC-2013	02-DEC-2013	6
BRODERDORF, RAY	Supervisor	GENERAL INVESTIGATION SECTION	19-JUL-2013	18-AUG-2013	30-OCT-2013	
BRODERDORF, RAY	Supervisor	GENERAL INVESTIGATION SECTION	26-NOV-2013	26-DEC-2013	02-DEC-2013	

## Extension History

Name	Previous Scheduled End Date	Extended Scheduled End Date	Date Certified Letter Sent	Reason Selected	Explanation	Extension Report Date	Approved By	Approved Date	Approval Comments
STEHLIK, JOSEPH	17-OCT-2013	16-NOV-2013		OTHER (DESCRIBE)	Pre-disciplinary hearing complete. Preparing closing.	24-OCT-2013	BRODERDORF, RAY	25-OCT-2013	OK.
STEHLIK, JOSEPH	17-SEP-2013	17-OCT-2013		ACCUSED UNAVAIL. FOR INTERVIEW (REASON, EXPECTED RETURN DATE)	Accused on Medical after surgery. Unknown return to duty date.	26-SEP-2013	BRODERDORF, RAY	26-SEP-2013	OK.
STEHLIK, JOSEPH	18-AUG-2013	17-SEP-2013		OTHER (DESCRIBE)	The accused is a crossing guard who is off for the summer. Will be served when she returns to duty.	21-AUG-2013	BRODERDORF, RAY	21-AUG-2013	OK.

## Current Allegations

Accused Name	Seq. No.	Allegation	Category	Subcategory	Finding
HOWARD, PATRICIA	1	It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003, received a written order-Notice of Indebtedness form, referencing Employee Resource E01-07 on 22 May 2013 and failed to come into compliance within 30 days of being notified of her indebtedness to the City of Chicago.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)	NEGLECT OF DUTY	SUSTAINED

## Situations (Allegation Details)

Accused Name	Alleg. No.	Situation	Victim/Offender Armed?	Weapon Types	Weapon Other	Weapon Recovered?	Deceased?
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## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	20-MAY-2014 12:35	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING IMPLEMENT ACTION	20-MAY-2014 12:28	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING REVIEW AFTER SUPERINTENDENT DECISION	14-MAY-2014 11:05	ROUSSELL, JAMES	SUPT'S CHIEF OF STAFF	111 /	
PENDING SUPERINTENDENT DECISION	07-MAY-2014 11:04	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING ACCUSED APPEAL	02-MAY-2014 06:51	RIVERA, JUAN	CHIEF	121 /	
PENDING ASSISTANT DEPUTY SUPERINTENDENT REVIEW	18-MAR-2014 07:31	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE SECOND REVIEW	12-MAR-2014 01:36	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING REVIEW AFTER COMMAND CHANNEL (I.A.D.)	10-MAR-2014 04:45	JOHNSON, EDDIE	DEP CHIEF	142 / 211	
PENDING COMMAND CHANNEL REVIEW	21-FEB-2014 03:54	EVANS, GLENN	COMMANDER	003 /	
PENDING COMMAND CHANNEL REVIEW	21-FEB-2014 12:27	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	11-FEB-2014 07:37	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING REVIEW/INCIDENT (I.A.D./DISTRICT USE)	02-DEC-2013 11:48	BRODERDORF, RAY	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	02-DEC-2013 08:50	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	

## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
PENDING PRE-DISCIPLINARY HEARING OUTCOME	02-DEC-2013 08:49	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISC. HEARING APPLICABLE (I.A.D. or D/U)	02-DEC-2013 08:48	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	02-DEC-2013 08:47	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING ADDITIONAL INVESTIGATION	26-NOV-2013 09:20	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	13-NOV-2013 10:42	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING REVIEW INCIDENT (I.A.D./DISTRICT USE)	30-OCT-2013 11:19	BRODERDORF, RAY	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	30-OCT-2013 10:33	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISCIPLINARY HEARING OUTCOME	30-OCT-2013 10:30	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISC. HEARING APPLICABLE (I.A.D. or D/U)	30-OCT-2013 10:27	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	30-OCT-2013 10:21	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	19-JUL-2013 10:02	SOLIS, MARCELLA	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	17-JUL-2013 01:13	CLARK, SUSAN	LIEUTENANT OF POLICE	121 /	
PENDING APPROVE TEAM	17-JUL-2013 10:38	DEL RIVERO, MINERVA	POLICE OFFICER	121 /	 Type Changed from INFO to CR on 17-JUL-2013 10:38 by DEL RIVERO, MINERVA
PENDING ASSIGN TEAM	12-JUL-2013 02:38	ROBERTS, GEORGE	SUPERVISING INVESTIGATOR	113 /	
PENDING SUPERVISOR REVIEW	12-JUL-2013 02:34	TOPPINS, YOLANDA	INTAKE AIDE	113 /	
PRELIMINARY	12-JUL-2013 10:33	TOPPINS, YOLANDA	INTAKE AIDE	113 /	

## Attachments

No.	Type	Related Person	No. of Pages	Narrative	Original in File	Entered By	Entered Date/Time	Status	Approve Content	Approve Inclusion
1	INVESTIGATION					STEHLIK, JOSEPH	19-JUL-2013 11:48			
1	FACE SHEET					TOPPINS, YOLANDA	12-JUL-2013 10:33			
2	CONFLICT CERTIFICATION					STEHLIK, JOSEPH	25-JUL-2013 02:20			
3	DOCUMENTS - INVESTIGATION		1	Sworn Affidavit - Not Required.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:02	APPROVED		
4	DOCUMENTS - INTAKE INCIDENT		1		N	DEL RIVERO, MINERVA	17-JUL-2013 10:37	APPROVED		
5	DOCUMENTS - INVESTIGATION		2	003rd District Indebtedness papaerwork.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:03	APPROVED		
6	DOCUMENTS - INVESTIGATION		1	Human Resource Indebtedness notice for Unit 003.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:06	APPROVED		
7	DOCUMENTS - INVESTIGATION		1	Notification of Charges per Union contract.	Y	STEHLIK, JOSEPH	26-JUL-2013 08:11	APPROVED		
8	DOCUMENTS - INVESTIGATION		3	Paperwork received from Patricia HOWARD regarding payroll deduction plan set up with the City of Chicago dated 24 May 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:08	APPROVED		
9	DOCUMENTS - INVESTIGATION		1	Dated 15 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:09	APPROVED		
10	DOCUMENTS - INVESTIGATION		1	Dated 15 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:10	APPROVED		
11	DOCUMENTS - INVESTIGATION		1	Dated 15 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:11	APPROVED		
12	DOCUMENTS - INVESTIGATION		1	Dated 17 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:11	APPROVED		
13	DOCUMENTS - INVESTIGATION		1	Dated 17 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:12	APPROVED		
14	DOCUMENTS - INVESTIGATION		1	Dated 17 Oct 2013.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:12	APPROVED		
15	DOCUMENTS - INVESTIGATION		5	Statement of accused Crossing Guard Patricia HOWARD.	Y	STEHLIK, JOSEPH	24-OCT-2013 12:14	APPROVED		
16	DOCUMENTS - INVESTIGATION		7	Employee Resource E01-07.	Y	STEHLIK, JOSEPH	02-DEC-2013 07:58	APPROVED		
17	DOCUMENTS - INVESTIGATION		1		Y	STEHLIK, JOSEPH	24-OCT-2013 12:14	APPROVED		
18	DOCUMENTS - INVESTIGATION		2		Y	STEHLIK, JOSEPH	24-OCT-2013 12:15	APPROVED		
19	DOCUMENTS - INVESTIGATION		1		Y	STEHLIK, JOSEPH	24-OCT-2013 12:15	APPROVED		

## Attachments

No.	Type	Related Person	No. of Pages	Narrative	Original in File	Entered By	Entered Date/Time	Status	Approve Content	Approve Inclusion
20	DOCUMENTS - INVESTIGATION		1		Y	STEHLIK, JOSEPH	30-OCT-2013 07:47	APPROVED		
	DOCUMENTS - INVESTIGATION		5	Summary Report Digest Closing Package.	Y	STEHLIK, JOSEPH	02-DEC-2013 08:47	APPROVED		
	DOCUMENTS - INVESTIGATION		4	Summary Report Digest Closing Package.	Y	STEHLIK, JOSEPH	30-OCT-2013 10:19	DELETED		

## Review Incident

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ASSISTANT DEPUTY SUPERINTENDENT REVIEW	HOWARD, PATRICIA	SUBMITTED	RIVERA, JUAN	CHIEF	121	02-MAY-2014 06:51	
ASSISTANT ADVOCATE REVIEW	HOWARD, PATRICIA	SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	12-MAR-2014 01:36	CCR concurs to the Chief.
ASSISTANT ADVOCATE REVIEW		SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	11-FEB-2014 07:37	The investigator failed to address the absence of the accused members Union Representative at the pre-disciplinary hearing, failed to address if the Union was notified or if the accused declined representation. Ready for CCR.
LIEUTENANT REVIEW		SUBMITTED	BRODERDORF, RAY	SERGEANT OF POLICE	121	02-DEC-2013 11:48	
PRE-DISCIPLINARY HEARING		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	02-DEC-2013 08:50	
SERGEANT REVIEW		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	02-DEC-2013 08:49	
SERGEANT REVIEW		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	02-DEC-2013 08:48	
ADVOCATE REVIEW		ADDITIONAL INVESTIGATION NEEDED	SUSNIS, MAUREEN	LIEUTENANT OF POLICE	196	26-NOV-2013 09:20	The basis for the rule is not date specific. The investigator failed to include a copy of E01-07 in the investigation. It is stated that the accused Union Representative was not present during the pre-disciplinary hearing. It is not stated in the investigation if the accused members Union was notified or if the accused declined representation.
ASSISTANT ADVOCATE REVIEW		SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	13-NOV-2013 10:42	The basis for the rule is not date specific. The investigator failed to include a copy of E01-07 in the investigation. It is stated that the accused Union Representative was not present during the pre-disciplinary hearing. But it is not stated in the investigation if the accused Union was notified or if the accused declined representation.
LIEUTENANT REVIEW		SUBMITTED	BRODERDORF, RAY	SERGEANT OF POLICE	121	30-OCT-2013 11:19	
PRE-DISCIPLINARY HEARING		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	30-OCT-2013 10:33	
SERGEANT REVIEW		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	30-OCT-2013 10:30	
SERGEANT REVIEW		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	30-OCT-2013 10:27	

## Review Accused

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ADVOCATE OFFICE CLOSING STEPS	HOWARD, PATRICIA	SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	20-MAY-2014 12:35	
REVIEW AFTER SUPERINTENDENT DECISION	HOWARD, PATRICIA	SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	20-MAY-2014 12:28	
SUPERINTENDENT DECISION	HOWARD, PATRICIA	SUBMITTED	ROUSSELL, JAMES	DEPUTY DIRECTOR	111	14-MAY-2014 11:05	
ADVOCATE OFFICE ACCUSED REVIEW	HOWARD, PATRICIA	SUBMITTED	CHANDLER, GINA	POLICE AGENT	121	07-MAY-2014 11:04	
ADVOCATE REVIEW	HOWARD, PATRICIA	SUBMITTED	SUSNIS, MAUREEN	LIEUTENANT OF POLICE	196	18-MAR-2014 07:31	CCR concurred with Finding and Penalty.
COMMAND CHANNEL REVIEW	HOWARD, PATRICIA	SUBMITTED	JOHNSON, EDDIE	SUPT OF POLICE	111	10-MAR-2014 04:45	
COMMAND CHANNEL REVIEW	HOWARD, PATRICIA	SUBMITTED	EVANS, GLENN	LIEUTENANT OF POLICE	231	21-FEB-2014 03:54	
ADVOCATE REVIEW	HOWARD, PATRICIA	SUBMITTED	SUSNIS, MAUREEN	LIEUTENANT OF POLICE	196	21-FEB-2014 12:27	CCR



## Review Accused

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
PRE-DISCIPLINARY HEARING	HOWARD, PATRICIA		STEHLIK, JOSEPH	SERGEANT OF POLICE	121	24-OCT-2013 08:46	Appeared without representation at HOWARD'S request.
PRE-DISCIPLINARY HEARING	HOWARD, PATRICIA		STEHLIK, JOSEPH	SERGEANT OF POLICE	121	24-OCT-2013 08:46	Accused given 72 hours to respond to finding and has not responded to R/Sgt's investigation. Accused given Pre-diciplinary hearing without union representation at her request.

## Accused Finding History

Accused	Allegation	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Finding	Finding Comments
HOWARD, PATRICIA	1. It is alleged by the complainant Sgt. Joseph Stehlik #1945 o...	ROUSSELL, JAMES	14-MAY-2014 11:05			SUSTAINED	
HOWARD, PATRICIA	1. It is alleged by the complainant Sgt. Joseph Stehlik #1945 o...	RIVERA, JUAN	02-MAY-2014 06:51		Y	SUSTAINED	
HOWARD, PATRICIA	1. It is alleged by the complainant Sgt. Joseph Stehlik #1945 o...	JOHNSON, EDDIE	10-MAR-2014 04:45	Y	Y	SUSTAINED	
HOWARD, PATRICIA	1. It is alleged by the complainant Sgt. Joseph Stehlik #1945 o...	EVANS, GLENN	21-FEB-2014 03:54	Y	Y	SUSTAINED	
HOWARD, PATRICIA	1. It is alleged by the complainant Sgt. Joseph Stehlik #1945 o...	STEHLIK, JOSEPH	30-OCT-2013 10:21			SUSTAINED	

## Accused Penalty History

Accused	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Penalty	Penalty Comments
HOWARD, PATRICIA	ROUSSELL, JAMES	14-MAY-2014 11:05			REPRIMAND	
HOWARD, PATRICIA	RIVERA, JUAN	02-MAY-2014 06:51		Y	REPRIMAND	
HOWARD, PATRICIA	JOHNSON, EDDIE	10-MAR-2014 04:45	Y	Y	REPRIMAND	
HOWARD, PATRICIA	EVANS, GLENN	21-FEB-2014 03:54	Y	Y	REPRIMAND	
HOWARD, PATRICIA	STEHLIK, JOSEPH	30-OCT-2013 10:27			REPRIMAND	

## Findings

Accused Name	Allegations	Category	Concur?	Findings	Comments
HOWARD, PATRICIA	It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003, received a written order-Notice of Indebtedness form, referencing Employee Resource E01-07 on 22 May 2013 and failed to come into compliance within 30 days of being notified of her indebtedness to the City of Chicago.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)		SUSTAINED	

# FACE SHEET (Notification Date: 12-JUL-2013) - LOG #1063471

TYPE: CR

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	WILSON, MICHELLE E	281		003 /	SERGEANT OF POLICE	F	BLK		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
12-JUL-2013 10:31 - 12-JUL-2013 10:31	7040 S COTTAGE GROVE AVE, CHICAGO, IL 60637	0321	003	280 - POLICE FACILITY/VEH PARKING LOT	

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	HOWARD, PATRICIA	50152		003 /	CROSSING GUARDOFF Duty		It is reported that the accused is indebted to the City of Chicago for the amount of \$1020.00.

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N		
Motor Vehicle (V)?		Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Notify Chief?	
Notify Chief Administrator?	N	Notification Does Not Apply?	Y
Notify Coordinator?			
Notification Other?	N		

## Initial Incident Category List

Initial Incident Category	Primary?
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y

## Assignment History

Assigned To	Assigned Team	Investigator	Assignment Date/Time	Assigned By	Reason
IAD	GENERAL INVESTIGATION SECTION	STEHLIK, JOSEPH (PRIMARY INV)	26-NOV-2013 09:20	SUSNIS, MAUREEN	
IAD	GENERAL INVESTIGATION SECTION	BRODERDORF, RAY (SUPERVISOR)	26-NOV-2013 09:20	SUSNIS, MAUREEN	
IAD	GENERAL INVESTIGATION SECTION	STEHLIK, JOSEPH (PRIMARY INV)	19-JUL-2013 10:02	SOLIS, MARCELLA	
IAD	GENERAL INVESTIGATION SECTION	BRODERDORF, RAY (SUPERVISOR)	19-JUL-2013 10:02	SOLIS, MARCELLA	
IAD	GENERAL INVESTIGATION SECTION	-	17-JUL-2013 10:38	DEL RIVERO, MINERVA	
IAD	INTERNAL AFFAIRS DIVISION	-	12-JUL-2013 10:33	TOPPINS, YOLANDA	

## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	20-MAY-2014 12:35	CHANDLER, GINA	POLICE AGENT	121 /	

## Status History

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PENDING SUPERINTENDENT DECISION	07-MAY-2014 11:04	CHANDLER, GINA	POLICE AGENT	121 /	
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PENDING ADVOCATE SECOND REVIEW	12-MAR-2014 01:36	CHANDLER, GINA	POLICE AGENT	121 /	
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PENDING COMMAND CHANNEL REVIEW	21-FEB-2014 12:27	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	11-FEB-2014 07:37	CHANDLER, GINA	POLICE AGENT	121 /	
PENDING REVIEW INCIDENT (I.A.D./DISTRICT USE)	02-DEC-2013 11:48	BRODERDORF, RAY	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	02-DEC-2013 08:50	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISCIPLINARY HEARING OUTCOME	02-DEC-2013 08:49	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISC. HEARING APPLICABLE (I.A.D. or D/U)	02-DEC-2013 08:48	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
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PENDING PRE-DISCIPLINARY HEARING OUTCOME	30-OCT-2013 10:30	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING PRE-DISC. HEARING APPLICABLE (I.A.D. or D/U)	30-OCT-2013 10:27	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
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PENDING INVESTIGATION	19-JUL-2013 10:02	SOLIS, MARCELLA	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	17-JUL-2013 01:13	CLARK, SUSAN	LIEUTENANT OF POLICE	121 /	
PENDING APPROVE TEAM	17-JUL-2013 10:38	DEL RIVERO, MINERVA	POLICE OFFICER	121 /	 Type Changed from INFO to CR on 17-JUL-2013 10:38 by DEL RIVERO, MINERVA
PENDING ASSIGN TEAM	12-JUL-2013 02:38	ROBERTS, GEORGE	SUPERVISING INVESTIGATOR	113 /	
PENDING SUPERVISOR REVIEW	12-JUL-2013 02:34	TOPPINS, YOLANDA	INTAKE AIDE	113 /	
PRELIMINARY	12-JUL-2013 10:33	TOPPINS, YOLANDA	INTAKE AIDE	113 /	

**SWORN AFFIDAVIT FOR COMPLAINT LOG INVESTIGATION**  
CHICAGO POLICE DEPARTMENT

STATE OF ILLINOIS     )  
                                      )     CC  
COUNTY OF COOK     )

Location of Incident <i>7040 S. Cottage Grove Ave (003)</i>	Date <i>18 Jul 13</i>	Time <i>1031</i>
--	--------------------------	---------------------

Summary of Statement(s):

*[Large diagonal watermark: NOT REQUIRED]*

I, \_\_\_\_\_, hereby state as follows:

1. I have read the above summary and/or attached statement(s) in its entirety, reviewed it for accuracy and been given an opportunity to make corrections and additions to the statement(s).
2. Under penalties as provided by law pursuant to 735 ILCS 5/1-109, I certify that the information set forth in the statement(s) above and/or attached summary is true and correct, except as to any matters therein stated to be on information and belief as to such matters, I certify as aforesaid that I verily believe the same to be true.

Print Affiant's Name \_\_\_\_\_

Print Witness's Name \_\_\_\_\_

Affiant's Signature \_\_\_\_\_

Witness's Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



**BUREAU OF PATROL  
DISTRICT 003**

**12 JULY 2013**

**TO:** Glen Evans  
District Commander  
003rd District

**ATTN:** Chief Administrator, Independent Police  
Review Authority

**FROM:** Sergeant Michelle E. Wilson #1536  
003<sup>rd</sup> District, 2<sup>nd</sup> Watch

**SUBJECT:** Indebtedness Log #1063471

**Date/Time/Loc:** 12 Jun 2013, 1031 hrs


**Complainant:** DNA

**Witnesses:** DNA

**Accused:** Crossing Guard Patricia Howard

**Allegations:** Indebtedness to City of Chicago.

**Narrative:** The accused is a Crossing Guard for the City of Chicago. The accused member was notified of Indebtedness to the City of Chicago on 22 May 2013 in the amount of \$1020.00. It has come to the attention of the undersigned that the accused has not come into compliance within the prescribed time frame per E01-07, Section IV-B-7. Accordingly, the Reporting Sergeant obtained the above Log Number for a violation of Rule 6 – Disobedience of an order or directive, whether written or oral. The undersigned obtained LOG# 1063471 on today's date at 1033 hours from IRPA, after speaking to Investigator Toppins, employee [REDACTED]

  
Sgt. Michelle E. Wilson #1536

**APPROVED:**

NAME

EMPNUM

PAYTITLE

SPAR #

SIGNATURE

UNIT 003

Unit Contact: Jennifer Johnson Contact Number: PAX 2130 Bell 7-5530 Email: Jennifer.Elliott@chicago

1	<del>DARREL BRANTLEY</del>	9161	<u>531819</u>	<u>Darrel Brantley</u>
2	<del>CHRISTOPHER DAVIS</del>	9161	<u>531975</u>	<u>Chris Davis</u>
3	<del>NICHOLAS DUNCAN</del>	9161	<u>531861</u>	<u>N. Duncan</u>
4	<del>LINDA GLASS</del>	9161	<u>531823</u>	<u>Linda M. Glass</u>
5	<del>PATRICIA HOWARD</del>	9111	<u>531917</u>	<u>Patricia Howard</u>
6	<del>JOHN JACKSON</del>	9161	<u>531893</u>	<u>John Jackson</u>
7	<del>BYRON JACKSON (Fur)</del>	9161		
8	<del>JOHNNY JONES JR</del>	9161	<u>531822</u>	<u>Johnny Jones</u>
9	<del>LEONTYNE KING</del>	9109	<u>531915</u>	<u>Leontyne King</u>
10	<del>CHE MILES (Fur)</del>	9161		
11	<del>BRYAN SCHINER</del>	9171	<u>531860</u>	<u>Bryan Schiner</u>
12	<del>MAHAR SERRILLION</del>	9161	<u>531960</u>	<u>Mahar Serrillion</u>
13	<del>GLEN TAYLOR</del>	9122	<u>530844</u>	<u>Glen Taylor</u>
14	<del>MAHAR WILLIAMS</del>	9161	<u>531803</u>	<u>M. Williams</u>
15	<del>TONY WORMLEY</del>	9122	<u>531810</u>	<u>Tony Wormley</u>

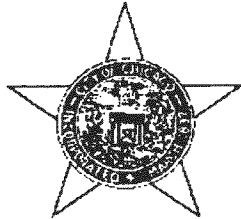
CHICAGO POLICE

25 71 E102 MAY 72

HUMAN RESOURCE DIVISION

STCHLK

DEPARTMENT OF POLICE  
3510 South Michigan Avenue  
Chicago, Illinois 60653



Rahm Emanuel, Mayor  
Garry F. McCarthy, Superintendent of Police

TO: PATRICIA HOWARD  
EMPLOYEE NUMBER: [REDACTED]  
WORK UNIT: 003  
AMOUNT OWED: 1020

**SUBJECT:** Notice of Indebtedness Employee Resource Order E01-07, Revised 15 May 2013

You are hereby notified that your name appears on a list of City employees who are identified as owing the City overdue debt as indicated below. Failure to pay just debts owed to the City constitutes a violation of Chicago Municipal Code, Chapter 1-19, Debt Due And Owing To The City, and may subject you to disciplinary action. **Documentation demonstrating compliance as specified in Employee Resource Order E01-07 must be received in the Human Resource Division (Unit 123), 3510 S. Michigan, Room 4090 NE in accordance with specified time frames.**

					Paid	Amount Due
PARK 1	[REDACTED]	6/19/2012	BUIC	[REDACTED]	0.00	400.00
PARK 2	[REDACTED]	6/19/2012	BUIC	[REDACTED]	0.00	120.00
PARK 3	[REDACTED]	6/19/2010	OTHR	[REDACTED]	0.00	200.00
PARK 4	[REDACTED]	1/7/2012	OTHR	[REDACTED]	0.00	200.00
PARK 5	[REDACTED]	9/30/2012	DODG	[REDACTED]	0.00	100.00

NO CITY STICKER VEHICLE U  
REAR AND FRONT PLATE REQ  
RED LIGHT VIOLATION  
RED LIGHT VIOLATION  
EXP. METER NON-CENTRAL B

CHICAGO POLICE  
HUMAN RESOURCE DIVISION

24 MAY 2013 14 51

INQUIRIES (312)744-8447

WWW.CITYOFCHICAGO.ORG/FINANCE

FOR THOSE WHO QUALIFY, A VOLUNTARY PAYROLL DEDUCTION PLAN IS AVAILABLE THROUGH THE CPD FINANCE DIVISION FOR DEBT AMOUNTS GREATER THAN \$250.00. SEE E01-07, SECTION 111-E.3. MEMBERS ARE DIRECTED TO ACKNOWLEDGE RECEIPT OF THIS NOTICE BY SIGNING BELOW.

EMPLOYEE SIGNATURE

*Patricia Howard*

DATE

5/22/2013

SUPERVISOR SIGNATURE / EMP. NUM

*[Signature]* 50876

DATE

22 May 13

**INDEBTEDNESS MAY 2013 NOTICE**

NAME	EMPNUM	PAYTITLE	TOTAL DUE	SIGN DATE	SPAR #	LOG #	NOTES:
Unit 003							
PATRICIA HOWARD		9111	1020	22-May-13	531917	1063471	2ND WATCH
JOHN JACKSON		9161	1485.06	23-May-13	531893	1063521	3RD WATCH - SGT. ISAKSON 2014
JOHNNY JONES JR		9161	260	21-May-13	531822	1063472	2ND WATCH
LEONTYNE KING		9109	247.5	23-May-13	531915	1063473	2ND WATCH
CHE MILES		9161	326.96	31-May-13	532060	1063474	2ND WATCH
ALLEN SURVILLION		9161	100	24-May-13	531960	1063522	3RD WATCH - SGT. BASH/ 1460
GLEN TAYLOR		9122	533.66	20-May-13	530844	1063519	3RD WATCH - SGT GOODE III 2242
MALIK WILLIAMS		9161	285.63	21-May-13	531803	1063474	2ND WATCH

CHICAGO POLICE  
OFFICE

HUMAN RESOURCE DIVISION  
16 JUL 2013 11 18



**NOTIFICATION OF CHARGES/ALLEGATIONS**

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

24 Jul 13

TIME

1019

NAME OF ACCUSED	RANK (Last, First, Middle Initial)	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	WARD	NONE		003

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

Furthermore, Department policy provides that you have a right to be advised in writing of the names of complainants and allegations against you prior to any questioning of you concerning the allegation regardless of the nature of the allegation and even if the allegation is such that it will not result in the filing of criminal charges or the filing of separation charges.

Accordingly, you are advised that the following allegations have been made against you:

**COMPLAINANT(S)**

1. Sgt. Michelle WILSON #1536 Unit 003

2. \_\_\_\_\_

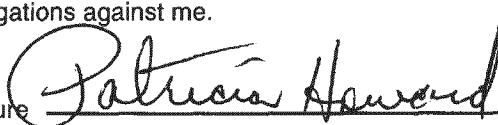
3. \_\_\_\_\_

4. \_\_\_\_\_

This is to inform you that you are the subject of a registered complaint per the Agreement between the City of Chicago and the Public Safety Employees Union, Unit II, under Article 5, Section 5.2.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature

**WITNESSES**

 1945

**DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.

Copy to accused member.

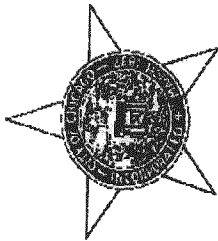
COMPLAINT LOG NO. TYPE - CR

1063471

ATTACHMENT NO.

DEPARTMENT OF POLICE  
3510 South Michigan Avenue  
Chicago, Illinois 60653

Rahm Emanuel, Mayor  
Garry F. McCarthy, Superintendent of Police



TO: PATRICIA HOWARD  
EMPLOYEE NUMBER: [REDACTED]  
WORK UNIT: 003  
AMOUNT OWED: 1020

SUBJECT: Notice of Indebtedness Employee Resource Order E01-07, Revised 15 May 2013

You are hereby notified that your name appears on a list of City employees who are identified as owing the City overdue debt as indicated below. Failure to pay just debts owed to the City constitutes a violation of Chicago Municipal Code, Chapter 1-19, Debt Due And Owing To The City, and may subject you to disciplinary action. **Documentation demonstrating compliance as specified in Employee Resource Order E01-07 must be received in the Human Resource Division (Unit 123), 3510 S. Michigan, Room 4090 NE in accordance with specified time frames.**

				Paid	Amount Due
PARK 1	[REDACTED]	6/19/2012	BUIC	0.00	400.00
PARK 2	[REDACTED]	6/19/2012	BUIC	0.00	120.00
PARK 3	[REDACTED]	6/19/2010	OTHER	0.00	200.00
PARK 4	[REDACTED]	1/7/2012	OTHER	0.00	200.00
PARK 5	[REDACTED]	9/30/2012	DODG	0.00	100.00

NO CITY STICKER VEHICLE U  
REAR AND FRONT PLATE REQ  
RED LIGHT VIOLATION  
RED LIGHT VIOLATION  
EXP. METER NON-CENTRAL B

10 SEP 2013 16

CHICAGO POLICE

*Rothie 312-744-5876*

INQUIRIES (312)744-8447 WWW.CITYOFCHICAGO.ORG/FINANCE

FOR THOSE WHO QUALIFY, A VOLUNTARY PAYROLL DEDUCTION PLAN IS AVAILABLE THROUGH THE CPD FINANCE DIVISION FOR DEBT AMOUNTS GREATER THAN \$250.00. SEE E01-07 SECTION 111-E-3. MEMBERS ARE DIRECTED TO ACKNOWLEDGE RECEIPT OF THIS NOTICE BY SIGNING BELOW.

EMPLOYEE SIGNATURE *Patricia Howard* DATE 5/22/2013

SUPERVISOR SIGNATURE / EMP. NUM *Patricia Howard* 50876 DATE 22 MAY 13

CPD - 61.227 (REVISED 05/13)

15-May-2013

CPD 0304967

V.J. AUTO PARTS LTD  
D/B/A/ AERO AUTO PARTS  
6339 S WENTWORTH  
CHICAGO, IL. 60621  
(773) 483-2625

TO WHOM IT MAY CONCERN,

THIS LETTER IS TO VERIFY THAT WE AT AERO AL  
PARTS PURCHASED FOR PARTS

A: 95 BUICK PARK AVE ON: 5/26/12  
VIN#: [REDACTED]  
FROM: PATRICIA HOWARD

ANY QUESTIONS OR CONCERNS PLEASE CALL THE  
NUMBER LISTED ABOVE MON-FRI 8:30-5:00.

SINCERELY,

*C. M. [Signature]*

CHICAGO POLICE

16 SEP 2013 16  
HUMAN RESOURCE DIVISION



**CITY OF CHICAGO  
EMPLOYEE INDEBTEDNESS PROGRAM  
VOLUNTARY PAYROLL DEDUCTION AGREEMENT**

As a City of Chicago employee I acknowledge that I am in violation of Municipal Code 2-32-392 and owe outstanding debt. For purposes of debt repayment and employer compliance only I agree to have payments deducted from my check until the debt is paid in full.

I have read and fully understand the VPD eligibility guidelines P.H. (initial)

VPD agreement is subject to approval from the Comptroller's Office P.H. (initial)

VPD agreement does NOT stop booting, driver's license suspension or water service shut-off P.H. (initial)

Name Patricia Howard

Signature Patricia Howard

Debt Total \$1,020.00

Deduction Amount \$88.00

Date 5/24/2013

SSN (last 4 digits) 1119

Home Address \_\_\_\_\_

Contact Number \_\_\_\_\_

Email Address \_\_\_\_\_

Department Police Department (Crossing Guard)

Coordinator Approval [Signature]

Completed VPD forms must be submitted via email to [DOR\\_vpd@cityofchicago.org](mailto:DOR_vpd@cityofchicago.org) for processing

CHICAGO POLICE

10 SEP 2013 16 16

HUMAN RESOURCE DIVISION



**NOTIFICATION OF CHARGES/ALLEGATIONS**

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

1506713

TIME

0813

NAME OF ACCUSED	BANK	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	Class 1st 60220	NONE	[REDACTED]	003

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

Furthermore, Department policy provides that you have a right to be advised in writing of the names of complainants and allegations against you prior to any questioning of you concerning the allegation regardless of the nature of the allegation and even if the allegation is such that it will not result in the filing of criminal charges or the filing of separation charges.

Accordingly, you are advised that the following allegations have been made against you:

**COMPLAINANT(S)**

1. Sgt. Joseph Stehlik #1945 Unit 121

2. \_\_\_\_\_

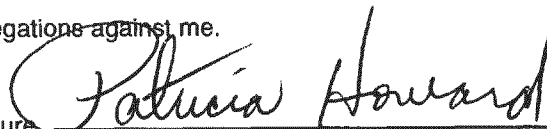
3. \_\_\_\_\_

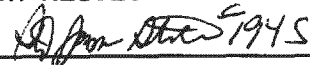
4. \_\_\_\_\_

It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Patricia HOWARD Employee # [REDACTED] of Unit 003, received a written order-Notice of Indebtedness form referencing Employee Resource E01-07 on 22 May 2013 from Sgt. James CIANNELLA #1068 of Unit 003 and failed to come into compliance within 30 days of being notified.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature

**WITNESSES**

 #1945

**DISTRIBUTION:****COMPLAINT LOG INVESTIGATION**

Original to investigator's file.

Copy to accused member.

COMPLAINT LOG NO. TYPE - CR

1063471

ATTACHMENT NO.

**ADMINISTRATIVE PROCEEDINGS RIGHTS**  
(Statutory)

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

TIME

~~02/13~~ 1500713 0843

NAME OF ACCUSED

Patricia HOWARD

RANK  
~~CROSS~~  
WARD

STAR NO.

NONE

EMPLOYEE NO.

UNIT OF ASSIGNMENT

003

The law provides that you are to be advised of the following:

1. Any admission or statement made by you in the course of this hearing, interrogation or examination may be used as the basis for your suspension or as the basis for charges seeking your removal or discharge or suspension in excess of 30 days.
2. You have the right to counsel of your choosing to be present with you to advise you at this hearing, interrogation or examination and you may consult with counsel as you desire.
3. You have a right to be given a reasonable time to obtain counsel of your own choosing.
4. You have no right to remain silent. You have an obligation to truthfully answer questions put to you. You are advised that your statements or responses constitute an official police report.
5. If you refuse to answer questions put to you, you will be ordered by a superior officer to answer the questions.
6. If you persist in your refusal after the order has been given to you, you are advised that such refusal constitutes a violation of the Rules and Regulations of the Chicago Police Department and will serve as a basis for which your discharge will be sought.
7. You are further advised that by law any admission or statement made by you during the course of this hearing, interrogation or examination and the fruits thereof cannot be used against you in a subsequent criminal proceeding.

**NOTE:** Rule 14 of the Chicago Police Department's Rules and Regulations prohibits making a false report, written or oral. Making a false report, may result in separation from the Chicago Police Department.

I hereby acknowledge that I was informed of the above rights and Rule 14 of the Chicago Police Department's Rules and Regulations prior to interrogation.

Signature

*Patricia Howard*

WITNESSES

*[Signature]* 5/9/45

**DISTRIBUTION:**  
**COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE -CR

1063471

ATTACHMENT NO.

**WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL**  
**CHICAGO POLICE DEPARTMENT**

NAME OF ACCUSED	RANK	STAR NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	Crossing Guard	Employee [REDACTED]	003

☐ WAIVER OF COUNSEL

I, the undersigned, hereby acknowledge that I have received and read the charges/allegations against me and I knowingly and voluntarily wish to proceed with the hearing, examination or interrogation without having counsel of my own choosing present to advise me during this hearing, examination or interrogation.

Date-Time \_\_\_\_\_ Signature \_\_\_\_\_

☒ REQUEST TO SECURE LEGAL COUNSEL

I, the undersigned, having been advised of my right to counsel of my own choosing at all hearings, examinations and interrogations in connection with the charges/allegations against me which have been given to me in writing and receipt of which is hereby acknowledged, elect to secure the services of counsel and agree to proceed with said hearing, examination or interrogation at

0930 hours, on 17 DEC, 20 13 in Room Biz  
5<sup>th</sup> FLR

Chicago, Illinois, at which time said hearing, examination or interrogation shall be commenced. By placing my signature upon this statement, I affirm my wish to secure said counsel and agree to comply with Department hearing, examination or interrogation scheduled on the date aforesaid.

Date-Time 15 Oct. 08:50 Signature Patricia Howard

WITNESSES

[Signature] #1945  
\_\_\_\_\_  
\_\_\_\_\_

**DISTRIBUTION**

COMPLAINT REGISTER INVESTIGATION

Original to investigator's file  
Duplicate to affected member

COMPLAINT REGISTER NO. 1063471

ATTACHMENT NO. \_\_\_\_\_

CPD-44.106 (Rev. 6/06)

CPD 0304972

**NOTIFICATION OF CHARGES/ALLEGATIONS**  
CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

170613

TIME

0934

NAME OF ACCUSED	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	NONE		003

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

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Accordingly, you are advised that the following allegations have been made against you:

**COMPLAINANT(S)**

1. Sgt. Joseph Stehlik #1945 Unit 121
- 2.
- 3.
- 4.

It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Patricia HOWARD Employee # of Unit 003, received a written order-Notice of Indebtedness form referencing Employee Resource E01-07 on 22 May 2013 from Sgt. James CIANNELLA #1068 of Unit 003 and failed to come into compliance within 30 days of being notified.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature

*Patricia Howard*

**WITNESSES**

*Sgt. Joseph Stehlik #1945*

**DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE - CR

1063471

ATTACHMENT NO.



**ADMINISTRATIVE PROCEEDINGS RIGHTS**

(Statutory)

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

17067 13

TIME

0934

NAME OF ACCUSED

Patricia HOWARD

RANK

PROS. J.  
HOWARD

STAR NO.

NONE

EMPLOYEE NO.

[REDACTED]

UNIT OF ASSIGNMENT

003

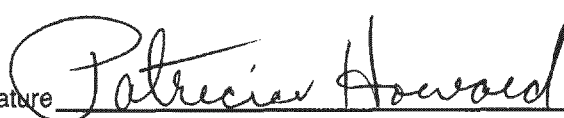
The law provides that you are to be advised of the following:

1. Any admission or statement made by you in the course of this hearing, interrogation or examination may be used as the basis for your suspension or as the basis for charges seeking your removal or discharge or suspension in excess of 30 days.
2. You have the right to counsel of your choosing to be present with you to advise you at this hearing, interrogation or examination and you may consult with counsel as you desire.
3. You have a right to be given a reasonable time to obtain counsel of your own choosing.
4. You have no right to remain silent. You have an obligation to truthfully answer questions put to you. You are advised that your statements or responses constitute an official police report.
5. If you refuse to answer questions put to you, you will be ordered by a superior officer to answer the questions.
6. If you persist in your refusal after the order has been given to you, you are advised that such refusal constitutes a violation of the Rules and Regulations of the Chicago Police Department and will serve as a basis for which your discharge will be sought.
7. You are further advised that by law any admission or statement made by you during the course of this hearing, interrogation or examination and the fruits thereof cannot be used against you in a subsequent criminal proceeding.

**NOTE:** Rule 14 of the Chicago Police Department's Rules and Regulations prohibits making a false report, written or oral. Making a false report, may result in separation from the Chicago Police Department.

I hereby acknowledge that I was informed of the above rights and Rule 14 of the Chicago Police Department's Rules and Regulations prior to interrogation.

Signature



WITNESSES

 1945**DISTRIBUTION:****COMPLAINT LOG INVESTIGATION**

Original to investigator's file.

Copy to accused member.

COMPLAINT LOG NO. TYPE -CR

1063471

ATTACHMENT NO.

**WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL**  
**CHICAGO POLICE DEPARTMENT**

NAME OF ACCUSED	RANK	STAR NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	Crossing Guard	Employee [REDACTED]	003



**WAIVER OF COUNSEL**

I, the undersigned, hereby acknowledge that I have received and read the charges/allegations against me and I knowingly and voluntarily wish to proceed with the hearing, examination or interrogation without having counsel of my own choosing present to advise me during this hearing, examination or interrogation.

Date-Time

17-Oct-09:35

Signature

Patricia Howard



**REQUEST TO SECURE LEGAL COUNSEL**

I, the undersigned, having been advised of my right to counsel of my own choosing at all hearings, examinations and interrogations in connection with the charges/allegations against me which have been given to me in writing and receipt of which is hereby acknowledged, elect to secure the services of counsel and agree to proceed with said hearing, examination or interrogation at

0935

hours, on

17 Oct

,20

13

in Room

B18

5<sup>th</sup> flr

Chicago, Illinois, at which time said hearing, examination or interrogation shall be commenced. By placing my signature upon this statement, I affirm my wish to secure said counsel and agree to comply with Department hearing, examination or interrogation scheduled on the date aforesaid.

Date-Time

17 Oct 13 0935

Signature

Patricia Howard

WITNESSES

[Signature] 9945

**DISTRIBUTION**

COMPLAINT REGISTER INVESTIGATION

Original to investigator's file

Duplicate to affected member

COMPLAINT REGISTER NO. 1063471

ATTACHMENT NO. \_\_\_\_\_

CPD-44.106 (Rev. 6/06)

CPD 0304975

Bureau of Internal Affairs  
Investigations Division  
General Investigations Section

17 Oct 2013  
LOG#1063471

This is the accused statement of Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003, relative to an allegation that on 22 May 2013 the accused was served with a Notice of Indebtedness which indicated that she had an overdue debt of \$1,020 to the City of Chicago. The accused was given thirty days to come into compliance and make arrangements for payment and supply proof to the Human Resources Section within thirty days per Employee Resource order E01-07. As of 12 Jul 2013, the date the Log number was initiated by Sgt. Michelle WILSON #1536, the accused was not in compliance.

Statement taken at the Bureau of Internal Affairs 3510 South Michigan, Chicago, Illinois.

Date and Time: 17 Oct 2013 / 0940hrs  
Questioned by: Sergeant Joseph Stehlik #1945  
Typed by: Sergeant Joseph Stehlik #1945  
Present: None

---

STEHLIK: What is your full name and rank?  
HOWARD: Patricia HOWARD Crossing Guard

STEHLIK: What is your current Unit of assignment?  
HOWARD: 003

STEHLIK: How long have you been assigned to your present Unit?  
HOWARD: 11 years

STEHLIK: What is your date of appointment to the Department  
and your employee number?  
HOWARD: 13 Nov 2001 [REDACTED]

STEHLIK: What is your age and date of birth?  
HOWARD: [REDACTED] 47

STEHLIK: Have you been advised in writing of the  
charges/allegations made against you, the name of the

00 P. H.

complainant, the date and time of the incident and your administrative rights thereto?  
HOWARD: Yes

STEHLIK: Did you read and understand these charges/allegations and your rights?  
HOWARD: Yes

STEHLIK: Are you accompanied by counsel of your choosing and if so identify him or her for the record?  
HOWARD: No I am not accompanied by counsel at this time.

STEHLIK: Are you aware that this statement has the standing of an official Department report and that any intentional falsifications of any answer to any question would be in direct violation of Department Rules and Regulations?  
HOWARD: Yes

STEHLIK: Further that Rule 14 of the Chicago Police Department's Rules and Regulations prohibits making a false report, written or oral. You may be separated from the Department if you make false report. Do you understand this?  
HOWARD: Yes

STEHLIK: Are you ready to give your statement at this time?  
HOWARD: Yes sir. This statement is not being given voluntarily, but under duress. I am only giving this statement at this time because I know that I will lose my job if I refuse. This statement should not be considered a verbatim statement, but only a summary of requested information.

STEHLIK: Are you aware that it is the policy of the Chicago Police Department that all members demonstrate the highest standards of conduct in public employment and that the overdue debts to the City of Chicago is inconsistent with Department Rules and Regulations and Policy specifically E01-07 titled "Indebtedness to the City of Chicago"?  
HOWARD: Yes

STEHLIK: According to Department Policy Order E01-07, are you aware that all persons are required by law to pay their indebtedness to the City and that any inconsistent treatment of Department members adversely affects public perception of fair and partial law enforcement?  
HOWARD: Yes

HH P.H.

STEHLIK: Are you also aware that the City of Chicago Personnel Rules, Rule 18 Item 52, prohibits any present City employee from having overdue debt?

HOWARD: Yes

STEHLIK: Did you receive a notice from the Department of Revenue that you had an outstanding debt to the City of Chicago?

HOWARD: I believe that I received something like that.

STEHLIK: When did you receive that notice from the Department of Revenue?

HOWARD: I do not recall.

STEHLIK: Did you receive notice from the Chicago Police Department indebtedness program that you had an outstanding debt to the City of Chicago?

HOWARD: Yes

STEHLIK: Did you acknowledge the debt to the City of Chicago by affixing your signature on two Notice of Indebtedness forms presented to you by Sgt. James CIANNELLA #1068 on 22 May 2013?

HOWARD: Yes

STEHLIK: Were you given one of the Notice of Indebtedness forms that you signed to keep for your records?

HOWARD: Yes

STEHLIK: Did you sign the Unit signature roster?

HOWARD: Yes

STEHLIK: Did you receive and acknowledge a SPAR relative to your indebtedness to the City of Chicago on 22 May 2013 after you received your Notice of Indebtedness forms?

HOWARD: Yes

STEHLIK: Were you given a direct order by Sgt. James CIANNELLA #1068 that you must come into compliance within 30 days for non-exempt or non-probationary members?

HOWARD: Yes

STEHLIK: Did you also receive a TO-FROM Subject Report regarding Employee Indebtedness Notification authored

PH

by Chief Eugene WILLIAMS of the Bureau of Administration?  
HOWARD: I don't recall.

STEHLIK: According to Department Directive E01-07 Section III-E, it states in part that, "non-exempt, non-probationary members have thirty days from the date of notification to come into compliance". Did you resolve the overdue debt as required?

HOWARD: Yes

STEHLIK: When did you resolve this overdue debt?  
HOWARD: 24 May 2013

STEHLIK: How did you resolve this overdue debt?  
HOWARD: I signed up for a voluntary payroll deduction plan through the City of Chicago.

STEHLIK: According to Department Directive E01-07, resolution of the overdue debt must be done by documenting payments or challenges, payment in full, establishing payroll deductions, establishing a payment plan to the City Department, establishing a payment plan with a City Law Firm or by providing a petition filed in Bankruptcy Court. Have you any of the documents that prove you have taken any of the above actions and if so which documents do you have to present to me now?

HOWARD: Yes I have the payroll deduction plan paperwork.

STEHLIK: Did you obtain a receipt from the appropriate debt collections department after resolving the debt as delineated in Department Order E01-07, Section IV, A 5?

HOWARD: Yes

STEHLIK: Did you tender to the Human Resource Division any documents, photocopies of receipts, Indebtedness Payment Agreement or other documents to demonstrate compliance within the prescribed time frame as indicated in Department Order E01-07?

HOWARD: I dropped off the paperwork at the Human resources Division and had it time stamped on 10 Sep 2013.

STEHLIK: Who did you give those said documents to?  
HOWARD: I don't recall her name but I gave the paperwork to a female black that was working there.

PH

Statement of Crossing Guard Patricia HOWARD - Page 5

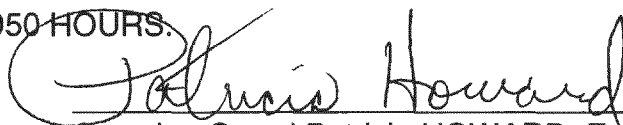
STEHLIK: Do you have the time stamped documents from the Human Resource Division indicating when you turned in those documents?

HOWARD: Yes

STEHLIK: After reading this statement, consisting of five pages and finding it to contain accurately the questions asked and responses that you have given, will you sign it?

HOWARD: Yes.

STATEMENT CONCLUDED AT 0950 HOURS.



Crossing Guard Patricia HOWARD Emp 

WITNESSED BY:



Sgt. Joseph STEHLIK #1945



**INDEBTEDNESS TO THE CITY OF CHICAGO**

ISSUE DATE:	15 May 2013	EFFECTIVE DATE:	15 May 2013
RESCINDS:	20 May 2005 Version		
INDEX CATEGORY:	Employee Rights and Responsibilities		

**I. PURPOSE**

This directive:

- A. states Department policy concerning indebtedness to the City of Chicago.
- B. provides procedures for the notification and disposition of such indebtedness consistent with the City of Chicago Employee Indebtedness Program.
- C. continues:
  - 1. Notice of Indebtedness (CPD-61.227).
  - 2. City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement form.

**II. POLICY**

It is the policy of the Chicago Police Department that all members demonstrate the highest standards of conduct in public employment. The existence of overdue debts to the City of Chicago is inconsistent with Department Rules & Regulations and policy. Since all persons are required by law to pay their indebtedness to the City, any inconsistent treatment of Department members adversely affects public perception of fair and impartial law enforcement. The Chicago Police Department will fully participate in the City of Chicago Employee Indebtedness Program.

**III. GENERAL INFORMATION**

- A. The City of Chicago Personnel Rules, Rule 18, Item 52, prohibits any present City employee from having overdue debt with the City.
- B. All members of the Department will be included in this program.
- C. The City of Chicago, Department of Finance, will generate a timely data file, by department, of employees who have overdue debt.
- D. The Chicago Police Department will print Notices of Indebtedness from the City of Chicago, Department of Finance, data file addressed to each Department member having overdue debt. Each Notice of Indebtedness will include the amount and type of overdue debt. In addition, the Department will print a listing of indebted members and a Unit Signature Roster by control date (date established by the Human Resources Division).
- E. After notification by the Department and the completion of summary punishment:
  - 1. non-exempt, non-probationary members have 30 days from the date of notification to come into compliance.
  - 2. exempt members, probationary members (who have not completed 18 months of service), and members not represented by a collective bargaining agreement have 7 days from the date of notification to come into compliance.

**NOTE:** The initiation of summary punishment is pursuant to having outstanding debt to the City and not immediately making arrangements to address the debt. The SPAR will be processed to completion based on the initial notification of the outstanding debt and **will not** be delayed, postponed, or held in abeyance for the above time frames, while the member comes into compliance.

F. Within the time periods outlined in Item III-E, the member must resolve the overdue debt in one of the following ways, as permitted by the debt collection department's internal procedures:

1. **Document Payments or Challenges:** provide documentation to the appropriate City department(s) that the outstanding debt has already been paid or that an administrative or court hearing is pending for municipal citation(s).
  - a. Members who wish to contest the validity of a particular debt must do so at the appropriate debt collection department.
  - b. Members who wish to request a hearing for municipal citations may do so at any of the City of Chicago, Department of Finance's service centers. Service center information can be found at the City of Chicago, Department of Finance, website located at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).
  - c. Members who believe that they have paid a citation, or that it has been dismissed by a court or the administrative hearing, may contact the City of Chicago, Department of Finance, Indebtedness Unit.
2. **Pay In Full:** pay the outstanding debt in full at the respective debt collection department(s)
3. **Payroll Deduction:** establish a voluntary, irrevocable contract with the City of Chicago, through the City of Chicago, Department of Finance, for regular, automatic payroll deductions (not to exceed a six month period), until the debt is completely paid. To participate in the program a member must have indebtedness greater than \$250.00.
  - a. To apply for voluntary payroll deduction a member will:
    - (1) contact the Chicago Police Department, Finance Division, Payroll Section.
    - (2) identify the amount of indebtedness to be paid, the City department that will receive the payroll deduction, and the length of time the deduction will be in effect (not to exceed a six month period).
    - (3) provide a copy of their Notice of Indebtedness and the City of Chicago, Department of Finance, printouts of the applicable municipal citations and/or bills, indicating the amount past due.
    - (4) contact the Chicago Police Department, Finance Division, Payroll Section, immediately, if the member decides to pay in full the debt that he is currently paying through a voluntary payroll deduction agreement.
    - (5) if an overpayment results under a voluntary payroll deduction agreement, contact both the:
      - (a) Chicago Police Department, Finance Division, Payroll Section, and
      - (b) City of Chicago, Department of Finance, Indebtedness Unit for refund information.
  - b. The Chicago Police Department, Finance Division, Payroll Section, will.
    - (1) ensure that the amount of the deduction is consistent with the amount sought by the City of Chicago, Department of Finance. This can be accomplished in either of two ways:
      - (a) attach the City of Chicago, Department of Finance, printouts provided by the member, or

- (b) attach a copy of the Notice of Indebtedness, listing municipal citation number(s) and/or bill account number(s) and amount(s) owed.

**NOTE:** Members may only deduct the debt amount identified by the Employee Indebtedness Program system.

- (2) complete an City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement and have the member sign the document.
  - (3) immediately forward the original City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement with all supplemental documents to the City of Chicago, Department of Finance, Indebtedness Unit.
  - (4) forward a photocopy to the Human Resources Division.
- c. The City of Chicago will begin deducting monies from the member's payroll check after receipt of the Indebtedness Payment Agreement and continue the deduction until the debt amount has been met.
4. **Payment Plan to City Department:** establish a payment plan with the appropriate City department.
  5. **Payment Plan with City Law Firm:** establish a payment agreement with the appropriate collection law firm that represents the City.
  6. **Bankruptcy:** provide a petition filed in Bankruptcy Court which lists all City debts as dischargeable debts.

**NOTE:** Municipal citation debt is not dischargeable under a Chapter 7 bankruptcy.

- G. Members who set up a voluntary payroll deduction agreement will not forestall any other enforcement action that the City would take against any other citizen.

**EXAMPLE:** For example, participation in a voluntary payroll deduction agreement does not mean that a vehicle will not be treated as boot eligible.

- H. **Department members who fail to come into compliance in the prescribed time frames, including failure to complete a payment plan, will be subject to additional disciplinary action, including discharge.** It is the member's responsibility to verify the totality of his or her debt(s) with the respective debt collection department(s).

- I. The following criteria will be used when reviewing a member's documentation to determine compliance or non-liability:
1. A receipt or computer inquiry printout from the appropriate collection department(s), indicating the citation number(s) or account number(s) in question, and the requested amount paid in full.
  2. Canceled check(s) from the member's personal account payable to the appropriate collection department(s). Appropriate citation numbers and/or account numbers must be indicated on the check.
  3. A copy of the City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement provided by the member for the full amount due, payable within 12 pay periods. The agreement must be signed by the Chicago Police Department, Finance Division Indebtedness liaison.
  4. A copy of the payment contract from the appropriate City department.

5. A copy of the payment agreement with the appropriate collection law firm that represents the City of Chicago.

**NOTE:** The member must be current with his payments on a monthly basis to the appropriate collection law firm that represents the City to be considered in compliance. The City of Chicago, Department of Finance, will verify this information.

6. A computer inquiry printout from the City of Chicago, Department of Finance, indicating citation numbers and the license plate and/or driver's license number to which the citations were issued, if a member is contending that the municipal citations in question were issued to an individual other than himself.

**NOTE:** This printout should be submitted to the Human Resources Division, Administration Section, along with a copy of the member's driver's license showing a different driver's license number from that listed on the printout.

7. A copy of the court filing contesting the debt.
- J. The following documentation will not be acceptable in determining a member's compliance or non-liability:
1. Copies of uncanceled checks or money orders.
  2. A To-From-Subject report submitted without accompanying documentation demonstrating compliance.
  3. Documentation by a member stating that another driver was responsible for a citation. The registered owner of the vehicle, based upon the state license plate, is liable for the debt.

#### IV. PROCEDURES AND RESPONSIBILITIES

A. Department members will:

1. sign and date two Notices of Indebtedness upon presentation by a supervisory member, keeping one copy for the member's records and immediately returning one to the presenting supervisor.
2. follow the procedures outlined in the Department directive entitled "Summary Punishment" when responding to the Summary Punishment Action Request (SPAR).
3. resolve their overdue debt to the City, in the manner specified in Item III-F of this directive.
4. be subjected to additional disciplinary action if they fail to resolve their overdue debt to the City within the time limit as specified in Item III-E.
5. obtain a receipt from the appropriate debt collection department when an overdue debt has been resolved.

**NOTE:** Members are responsible for ensuring that any receipts obtained from the City of Chicago, Department of Finance, accurately reflect payment for the citation number(s) listed on the Notice of Indebtedness. Any inconsistency, even if the correct amount was paid, will be deemed to be non-compliance if the receipt does not show payment for a specific citation(s) listed on the Notice. Similarly, receipts received from the Department of Water Management must accurately reflect the account number referenced on the Notice of Indebtedness. Members are advised to save their original receipts and other documentation for future reference.

6. present photocopies of receipts, the Indebtedness Payment Agreement, the Notice of Indebtedness, and other documentation, within the time frame prescribed in Item III-E, to BOTH the:

- a. supervisor initiating the associated summary punishment.
- b. Human Resources Division, Administration Section.

B. Supervisory members will:

1. be assigned to present each affected member with both copies of the Notice of Indebtedness.
2. secure the affected member's signature on both copies of the Notice of Indebtedness to acknowledge member's receipt of the document.

**NOTE:** If a member refuses to sign the Notice of Indebtedness, that fact will be entered as "Refused to Sign" on the appropriate signature line. A supervisory member will sign and date it on that same line. Members who are on furlough or medical absence will be served with the Notice of Indebtedness upon their return. If for other reasons, a member cannot be served with the Notice, that fact will be noted on the signature line and a supervisory member will sign and date the letter on that same line.

3. secure the affected member's signature on the Unit Signature Roster and forward the roster to the unit commanding officer. If a member refuses to sign the roster, the procedures listed in Item IV-B-2 will be followed.
4. sign and date the Notice of Indebtedness after it is presented to the affected member.
5. immediately return one signed Notice of Indebtedness to the Human Resources Division, Administration Section, Unit 123.
6. initiate Summary Punishment and present a Summary Punishment Action Request (SPAR) to the affected member following the procedures outlined in Department directive entitled "**Summary Punishment**" and **order the member to come into compliance within the time periods outlined in Item III-E.**
  - a. Investigating members will follow the SPAR Offense Table Guidelines and SPAR Matrix, located on the Bureau of Internal Affairs intranet website, when assessing the appropriate penalties for indebtedness being processed under the provisions of Summary Punishment.
  - b. The summary punishment will be processed to completion following the procedures outlined in Department directive entitled "Summary Punishment." The SPAR will not be deleted when a member resolves the overdue debt and comes into compliance.
7. if the member has not come into compliance after the time frame prescribed in Item IV-B-6, obtain a Log Number for a violation of Rule 6 - Disobedience of an order or directive, whether written or oral.

**NOTE:** The supervisor who initiated the summary punishment and ordered the member to come into compliance will be the complainant for the initiation of the Log Number.

C. Unit commanding officers will ensure that:

1. members follow the procedures outlined in Item IV-A.
2. supervisory members follow the procedures outlined in Item IV-B.
3. if a member is detailed to another unit, that the Notice of Indebtedness is forwarded to the unit of detail, noting the date the letter was forwarded on both copies. Upon receipt of the

letter, the commanding officer of the unit of detail will note the date received on both copies of the Notice of Indebtedness.

4. the completed Unit Signature Roster and signed Notices of Indebtedness for each affected member are forwarded to the Human Resources Division, Administration Section, Unit 123

D. The Chicago Police Department, Finance Division, will:

1. receive and process the data file listing of indebted members from the City of Chicago, Department of Finance, and forward the processed documents to the Human Resources Division.
2. serve as a liaison with the City of Chicago, Department of Finance, and advise unit timekeepers concerning the payroll deduction option.

E. The Human Resources Division will:

1. receive a printed listing, identified by control date, of Department members owing overdue debt to the City of Chicago and three copies of the Notice of Indebtedness for each affected member.
2. receive a Unit Signature Roster, by control date, identifying every member owing overdue debt to the City of Chicago by unit of assignment.
3. distribute two copies of a member's Notice of Indebtedness letter to each affected unit along with the Unit Signature Roster.
4. retain Notice of Indebtedness for the current and two previous control dates.
  - a. the original signed / refused Notice of Indebtedness which has been forwarded to the Human Resources Division from the individual units.
  - b. a copy of the receipts or other proof of compliance forwarded to the Human Resources Division by indebted members.
5. track indebtedness of Department members by reviewing documentation submitted by members in accordance with the provisions outlined in this directive to determine compliance. If documentation establishes compliance, this fact will be entered in the indebtedness tracking system.
6. identify Department members who have not demonstrated compliance.
7. forward a report of members who are not in compliance to the City of Chicago, Department of Finance, Indebtedness Unit, for each control date.
8. serve as a liaison with the City of Chicago, Department of Finance.

F. The General Counsel to the Superintendent and the Office of Legal Affairs will be available to provide legal counsel concerning disciplinary investigations alleging indebtedness to the City.

(Items indicated by italics/double underline have been added or revised)

Authenticated by: JKH

Garry F. McCarthy  
Superintendent of Police

13-064 mwk

#### PHONE BOOK ENTRIES:

1. **Department of Finance**  
City Hall - 121 N. LaSalle St, Room 107A  
[www.cityofchicago.org/finance](http://www.cityofchicago.org/finance)
2. **Department of Finance, Indebtedness Unit**  
312-744-8447
3. **Department of Water Management**  
333 South State Street Room 330  
312-744-4426



Report Date: 16 Oct 2013  
Report Time: 1106 Hrs

# Chicago Police Department

## Personnel Division

*\*Only for active personnel*



Information Services Division  
Data Warehouse  
Produced by: [REDACTED]

### Complimentary History

Name	Title	Star	Unit	Detail Unit	Emp Number
HOWARD, PATRICIA A	9111	50152	003		[REDACTED]

### Achievements

### Total No.

EMBLEM OF RECOGNITION - APPEARANCE
ATTENDANCE RECOGNITION AWARD
COMPLIMENTARY LETTER
2009 CRIME REDUCTION AWARD
PRESIDENTIAL ELECTION DEPLOYMENT AWARD 2008
NATO SUMMIT SERVICE AWARD
TOTAL AWARDS

1  
3  
1  
1  
1  
1  
1  
8

CR# 1063471

NOTE: THIS REPORT IS FOR OFFICIAL LAW  
ENFORCEMENT / AUTHORIZED USE ONLY. THE  
INFORMATION IS CURRENT AS OF THE DATE AND  
TIME OF THE REPORT. THIS

**BUREAU OF INTERNAL AFFAIRS  
RECORDS SECTION**

**24 OCTOBER 2013**

**TO: COMMANDING OFFICER UNIT 121**

**FROM: RECORDS SECTION  
INTERNAL AFFAIRS DIVISION**

**SUBJECT: PREVIOUS SUSTAINED DISCIPLINARY HISTORY OF:**

HOWARD PATRICIA		CIV	003
NAME	(LAST, FIRST)	STAR	UNIT
FEMALE	BLACK		
SEX	RACE	EMPLOYEE#	

**REFERENCE: COMPLAINT REGISTER / LOG NUMBER 1063471  
THE PREVIOUS SUSTAINED DISCIPLINARY HISTORY OF THE SUBJECT  
ACCUSED HAS BEEN REQUESTED IN YOUR NAME BY:**

SGT.	STEHLIK	1945		121
RANK	NAME	STAR	EMPLOYEE#	UNIT

**RELATIVE TO A SUSTAINED FINDING IN THE INVESTIGATION OF THE  
ABOVE REFERENCE COMPLAINT LOG NUMBER.**

**THE RECORDS SECTION, BUREAU OF INTERNAL AFFAIRS, DISCLOSED  
THE FOLLOWING DISCIPLINARY ACTION ADMINISTERED TO THE  
SUBJECT ACCUSED FOR THE PAST FIVE (5) YEARS.**

**VERIFIED / PREPARED BY;**

**NIYA SCOTT**

**NONE  
SEE ATTACHED**

**FOR: COMMANDING OFFICER  
RECORDS SECTION  
BUREAU OF INTERNAL AFFAIRS**



# Chicago Police Department

Internal Affairs Division

## SPAR HISTORY REPORT (Sustained Findings)



Employee#	Name	Star#	Unit	Position	Sex	Race	Birth Date	Date of Appointment
[REDACTED]	HOWARD, PATRICIA A		003/-	CROSSING GUARD	F	BLACK	[REDACTED]	13-NOV-2001

History : Total No. SPAR's: 2

Log #	Incident Date	Completed Date	Disciplinary Action	Transgression Type	Suspension Dates
531917	22-MAY-2013	10-SEP-2013	REPRIMAND	022B - INDEBTEDNESS TO THE CITY	
530900	07-MAR-2013	21-OCT-2013	REPRIMAND	022B - INDEBTEDNESS TO THE CITY	

For Official Police Purposes Only! This information is confidential and should not be disseminated for reasons other than its intended purpose.

CLEAR, Personnel Suite: Automated SPAR Application Print Date and Time: 24-OCT-2013 09:58:40 Printed By : [REDACTED]

1 of 1



**NOTIFICATION OF CHARGES/ALLEGATIONS**  
 CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED

DATE

24 OCT 13

TIME

0846

NAME OF ACCUSED	RANK	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Patricia HOWARD	Crossing Guard	NONE		003

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

Furthermore, Department policy provides that you have a right to be advised in writing of the names of complainants and allegations against you prior to any questioning of you concerning the allegation regardless of the nature of the allegation and even if the allegation is such that it will not result in the filing of criminal charges or the filing of separation charges.

Accordingly, you are advised that the following allegations have been made against you:

**COMPLAINANT(S)**

1. Sgt. Joseph Stehlik #1945 Unit 121

2.

3.

4.

**Allegation #1:** It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003, received a written order-Notice of Indebtedness form referencing E01-07 on 22 May 2013 from Sgt. James CIANELLA #1068 of Unit 003 and failed to come into compliance within 30 days of being notified of her indebtedness to the City of Chicago.

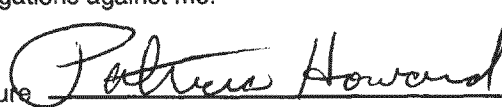
**SUSTAINED -** Violation of Rule 6 - Disobedience of an order or directive whether written or oral, in that; the accused Crossing Guard Patricia HOWARD of Unit 003 failed to comply with Department Employee Resource E01-07, "Indebtedness to the City of Chicago" by not presenting a photocopy of the paid parking ticket receipt within the specified time frame (30 days) to a member of the Human Resources Division.

**RECOMMENDATION:**

R/Sgt is recommending that the accused Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003 be given a REPRIMAND for this Rule violation.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature


**WITNESSES**

**DISTRIBUTION:**  
**COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
 Copy to accused member.

COMPLAINT LOG NO. TYPE - CR

1064099

ATTACHMENT NO.

BUREAU OF INTERNAL AFFAIRS  
INVESTIGATIONS DIVISION  
GENERAL INVESTIGATIONS SECTION

30 Oct 2013  
LOG#1063471


TO: Commanding Officer  
General Investigations Section

FROM: Sgt. Joseph Stehlik #1945  
General Investigations Section

SUBJECT: Pre-Disciplinary Hearing

On 24 Oct 2013 at approximately 0846hrs R/Sgt conducted a pre-disciplinary hearing with an accused, Crossing Guard Patricia HOWARD Employee [REDACTED]. This was done in order to comply with the provisions of Article #20 of the A.F.S.C.M.E. agreement.

During this hearing the accused was allowed to view R/Sgt's investigative file which had been completed up to this date. The accused was then presented with the Pre-Disciplinary hearing form which she then read over and signed. At this time the accused had no additional evidence to provide to R/Sgt. HOWARD was then informed that she had seventy two hours in which to prepare a TO/FROM Report and submit it to R/Sgt in rebuttal to the finding that R/Sgt had made in this investigation. With no additional information the hearing was concluded.

  
Sgt. Joseph Stehlik #1945  
Internal Affairs Division  
Investigations Division  
General Investigations Section

BUREAU OF INTERNAL AFFAIRS  
INVESTIGATIONS DIVISION  
GENERAL INVESTIGATIONS SECTION

30 Oct 2013

TO: Commanding Officer  
Investigations Division  
General Investigations Section


FROM: Sgt. Joseph Stehlik #1945  
Investigations Division  
General Investigations Section

SUBJECT: Approval of LOG#1063471

The attached LOG#1063471 has been completed and is submitted for your approval.

  
Sgt. Joseph Stehlik #1945

APPROVED:

 # 1125  
Case Management Supervisor  
Investigations Division  
General Investigations Section  
30 OCT 13

# SUMMARY REPORT DIGEST

## CHICAGO POLICE DEPARTMENT

COMPLAINT LOG NO.  
1063471

TYPE  
CR

DATE OF REPORT (Day-Mo.-Yr.)  
30 Oct 2013

**INSTRUCTIONS:** To be used in all cases that are to be classified as either **EXONERATED**, **UNFOUNDED**, **NOT SUSTAINED**, or in **SUSTAINED** cases where the Disciplinary Recommendation does not exceed **FIVE (5) DAYS SUSPENSION**. SUBMIT ORIGINAL AND 3 COPIES IF ASSIGNED TO SAME UNIT AS ACCUSED. SUBMIT ORIGINAL AND 4 COPIES IF NOT ASSIGNED TO SAME UNIT AS ACCUSED.

TO: ☐ CHIEF ADMINISTRATOR,  
INDEPENDENT POLICE REVIEW AUTHORITY ☒ CHIEF,  
INTERNAL AFFAIRS DIVISION

FROM -INVESTIGATOR'S NAME  
Joseph Stehlik RANK  
Sgt. STAR NO.  
1945 EMPLOYEE NO.  
[REDACTED] UNIT ASSIGN.  
121G UNIT DETAILED  
DNA  
REFERENCE NOS. (LIST ALL RELATED C.L., C. B., I.R., INVENTORY NOS., ETC., PERTINENT TO THIS INVESTIGATION)

ADDRESS OF INCIDENT  
7040 S. Cottage Grove Ave. (003) DATE OF INCIDENT -TIME  
12 Jul 2013 1031 BEAT OF INCIDENT  
321

ACCUSED	NAME		RANK	STAR NO.	EMPLOYEE NO.	UNIT ASSIGN.	UNIT DETAILED
	1. Patricia HOWARD			NONE	[REDACTED]	003	DNA
	2. Crossing Guard						
	3.						
ACCUSED	SEX/RACE	D.O.B.	DATE OF APPOINTMENT		DUTY STATUS (TIME OF INCIDENT)		
	1. F/B		13 Nov 2001		<input checked="" type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input checked="" type="checkbox"/> CIVILIAN
	2.				<input type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input type="checkbox"/> CIVILIAN
	3.				<input type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input type="checkbox"/> CIVILIAN
ACCUSED	IF APPLIES, DATE ARRESTED/INDICTED		CHARGES		COURT BRANCH	DISPOSITION & DATE	
	1.						
	2.						
	3.						

COMPLAINANT	NAME		ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE
		Sgt. Michelle WILSON #1536		Unit 003			PAX 2132	F/B
	Sgt. Joseph Stehlik #1945		Unit 121			PAX 0610	M/W	
VICTIMS	NAME		ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE
WITNESSES	NAME		ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE

☐ SEE ATTACHED SHEET FOR ADDITIONAL ACCUSED, COMPLAINANTS, VICTIMS, WITNESSES.

\*\*IF CPD MEMBER, LIST RANK, STAR, EMPLOYEE NOS. IN ADDRESS, PAX/BELL IN TELEPHONE BOX.

NOTE: Log "Type" is classified as CR - Sworn Affidavit not required.

**ALLEGATIONS**  
Allegation #1: It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Lisa HAMPTON Employee [REDACTED] of Unit 003 received a written order-Notice of Indebtedness form referencing E01-07 on 22 May 2013 from Sgt. James CIANNELLA #1068 of Unit 003 and failed to come into compliance within 30 days of being notified of her indebtedness to the City of Chicago.



Briefly summarize the investigation describing your efforts to prove or disprove the allegation(s). Indicate whether witnesses or evidence support or do not support the allegation(s).  
In sustained cases ONLY, copies of the accused member's Summary of Previous Disciplinary Actions and Record of Previous Complimentary History will be included as attachments.

R/Sgt assigned to this investigation through normal channels of this command. R/Sgt learned from the face sheet that the accused, Crossing Guard Patricia Howard failed to obey a direct order issued on 22 May 2013 to present "photocopies of receipts, the Indebtedness Payment Agreement, the Notice of Indebtedness and other documentation" within the time frame prescribed. On 12 Jul 2013 at 1033hrs this LOG number was initiated by Sgt. Michelle WILSON #1536 as the accused had not shown proof of payment to Human Resources Division within the allotted time frame. R/Sgt obtained all documentation regarding that outstanding debt from P.O. BATIZ of the Human Resources Division. (attachment #4, #5, #6)

On 24 Jul 2013 at 1019hrs HOWARD was notified that she was currently under investigation per her union contract. On 15 Oct 2013 at 0843hrs HOWARD was served with her Notification of Charges/Allegations, Administrative Proceeding Rights and Request to Secure Counsel forms and ordered to appear on 17 Oct 2013 at 0930hrs at the Bureau of Internal Affairs in order to provide R/Sgt with a written statement in this investigation. On 17 Oct 2013 at 0934hrs HOWARD appeared and was served with the Notification of Charges/Allegations again and HOWARD agreed to provide R/Sgt with a statement in regards to this investigation without having Counsel present. HOWARD stated that after being notified of her Indebtedness to the City of Chicago in the amount of \$1020.00 for various vehicle violations on 22 May 2013, she went and enrolled in the City of Chicago Payroll Deduction plan on 24 May 2013. HOWARD presented R/Sgt with a photocopy of her agreement which had been time stamped on 10 Sep 2013 by the Human Resource Division. HOWARD could not add anything additional to this investigation and the statement was concluded. (attachment #7, #8, #15)

On 24 Oct 2013 at 0846hrs, Crossing Guard HOWARD was given a Pre-Disciplinary hearing without her representative present at her request. HOWARD was allowed to view R/Sgt's investigative file that had been prepared up until that time. HOWARD was informed that she had 72hrs from 24 Oct 2013 to respond with a TO/FROM stating her rebuttal to R/Sgt's findings. As of 30 Oct 2013 there has been no additional contact from HOWARD and R/Sgt has not received any report from her. (attachment #18, #19)

Based upon the above listed facts, R/Sgt believes there is sufficient evidence for a SUSTAINED finding.

ATTACH- MENTS	INVESTIGATIVE REPORTS- SUPPORTING ALLEGATION LIST ATTACHMENT NUMBERS:	INVESTIGATIVE REPORTS- SUPPORTING ACCUSED MEMBER(S) LIST ATTACHMENT NUMBERS:	PHYSICAL EVIDENCE LIST ATTACHMENT NUMBERS:	TOTAL NUMBER OF ATTACHMENTS SUBMITTED WITH THIS FILE:
	None	None	None	19


Summarize the findings and recommendations. Rule violations will be cited by number only. One overall recommendation for Disciplinary Action will be made by the investigator. The recommendation will be for ALL sustained findings; recommendations will NOT be made for each sustained allegation. Example: 1. Violation noted, no disciplinary action warranted. 2. That the accused member be reprimanded. 3. That the accused member be suspended for --- days (not to exceed 5 days).

**FINDINGS:**

**ACCUSED:** Crossing Guard Patricia HOWARD Employee [REDACTED] Currently assigned to Unit 003.

**ALLEGATION #1:** SUSTAINED - Violation of Rule 6  
Disobedience of an order or directive whether written or oral, in that; the accused Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003 failed to comply with Department Employee Resource E01-07, Indebtedness to the City of Chicago" by not presenting a photocopy of the paid administrative hearing receipt within the specified time frame (30 days) to a member of the Human Resources Division.

**RECOMMENDATION:** After reviewing the accused's Complimentary and Disciplinary histories, R/Sgt is recommending that the accused Crossing Guard Patricia HOWARD Employee [REDACTED] of Unit 003 be given a REPRIMAND for this infraction.

DATE INITIATED (Date complaint was received for investigation) 19 Jul 2013	DATE COMPLETED (Date of this report) 30 Oct 2013	ELAPSED TIME (Total time expressed in days) 103 days
Investigator will initiate the Command Channel Review form by completing the Investigator's Section.		INVESTIGATOR'S SIGNATURE 

IF NECESSARY, USE AN 8 1/2 x 11" SHEET OF WHITE PAPER TO CONTINUE ANY ITEM.

## Attachments for LOG#1063471

No.	Type	No. of Pages	Narrative
1	FACE SHEET		
2	CONFLICT CERTIFICATION		
3	SWORN AFFIDAVIT FROM COMPLAINANT	1	Sworn Affidavit - Not Required.
4	INITIATION REPORT	1	
5	REPORT (OTHER)	2	003rd District Indebtedness papaerwork.
6	REPORT (OTHER)	1	Human Resource Indebtedness notice for Unit 003.
7	NOTIFICATION OF CHARGES/ALLEGATIONS	1	Notification of Charges per Union contract.
8	REPORT (OTHER)	3	Paperwork received from Patricia HOWARD regarding payroll deduction plan set up with the City of Chicago dated 24 May 2013.
9	NOTIFICATION OF CHARGES/ALLEGATIONS	1	Dated 15 Oct 2013.
10	ADMINISTRATIVE PROCEEDINGS RIGHTS	1	Dated 15 Oct 2013.
11	WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL	1	Dated 15 Oct 2013.
12	NOTIFICATION OF CHARGES/ALLEGATIONS	1	Dated 17 Oct 2013.
13	ADMINISTRATIVE PROCEEDINGS RIGHTS	1	Dated 17 Oct 2013.
14	WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL	1	Dated 17 Oct 2013.
15	REPORT (OTHER)	5	Statement of accused Crossing Guard Patricia HOWARD.
16	COMPLIMENTARY HISTORY	1	
17	DISCIPLINARY HISTORY	2	
18	PRE-DISCIPLINARY HEARING OUTCOME	1	
19	TO/FROM REPORT	1	

BUREAU OF INTERNAL AFFAIRS  
INVESTIGATIONS DIVISION  
GENERAL INVESTIGATIONS SECTION

30 Oct 2013

TO: Commanding Officer  
Investigations Division  
General Investigations Section


FROM: Sgt. Joseph Stehlik #1945  
Investigations Division  
General Investigations Section

SUBJECT: Approval of LOG#1063471

The attached LOG#1063471 has been completed and is submitted for your approval.

  
Sgt. Joseph Stehlik #1945

APPROVED:

 # 1125  
Case Management Supervisor  
Investigations Division  
General Investigations Section  
30 OCT 13

# SUMMARY REPORT DIGEST

## CHICAGO POLICE DEPARTMENT

COMPLAINT LOG NO.  
1063471

TYPE  
CR

DATE OF REPORT (Day-Mo.-Yr.)  
30 Oct 2013

**INSTRUCTIONS:** To be used in all cases that are to be classified as either **EXONERATED**, **UNFOUNDED**, **NOT SUSTAINED**, or in **SUSTAINED** cases where the Disciplinary Recommendation does not exceed **FIVE (5) DAYS SUSPENSION**. SUBMIT ORIGINAL AND 3 COPIES IF ASSIGNED TO SAME UNIT AS ACCUSED. SUBMIT ORIGINAL AND 4 COPIES IF NOT ASSIGNED TO SAME UNIT AS ACCUSED.

TO: ☐ CHIEF ADMINISTRATOR,  
INDEPENDENT POLICE REVIEW AUTHORITY ☒ CHIEF,  
INTERNAL AFFAIRS DIVISION

FROM - INVESTIGATOR'S NAME Joseph Stehlik	RANK Sgt.	STAR NO. 1945	EMPLOYEE NO. [REDACTED]	UNIT ASSIGN. 121G	UNIT DETAILED DNA
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REFERENCE NOS. (LIST ALL RELATED C.L., C. B., I.R., INVENTORY NOS., ETC., PERTINENT TO THIS INVESTIGATION)

ADDRESS OF INCIDENT 7040 S. Cottage Grove Ave. (003)	DATE OF INCIDENT - TIME 12 Jul 2013 1031	BEAT OF INCIDENT 321
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ACCUSED	NAME		RANK	STAR NO.	EMPLOYEE NO.	UNIT ASSIGN.	UNIT DETAILED
	1. Patricia HOWARD			NONE	[REDACTED]	003	DNA
	2. Crossing Guard						
	3.						
	SEX/RACE	D.O.B.	DATE OF APPOINTMENT		DUTY STATUS (TIME OF INCIDENT)		
	1. F/B		13 Nov 2001		<input checked="" type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input checked="" type="checkbox"/> CIVILIAN
	2.				<input type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input type="checkbox"/> CIVILIAN
	3.				<input type="checkbox"/> ON DUTY <input type="checkbox"/> OFF DUTY		<input type="checkbox"/> SWORN <input type="checkbox"/> CIVILIAN
	IF APPLIES, DATE ARRESTED/INDICTED		CHARGES			COURT BRANCH	DISPOSITION & DATE
	1.						
2.							
3.							

COMPLAINANT	NAME	ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE
	Sgt. Michelle WILSON #1536	Unit 003			PAX 2132	F/B	
VICTIMS	NAME	ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE
	Sgt. Joseph Stehlik #1945	Unit 121			PAX 0610	M/W	
WITNESSES	NAME	ADDRESS**	CITY	STATE	TELEPHONE	SEX/RACE	D.O.B./AGE

☐ SEE ATTACHED SHEET FOR ADDITIONAL ACCUSED, COMPLAINANTS, VICTIMS, WITNESSES.

\*\*IF CPD MEMBER, LIST RANK, STAR, EMPLOYEE NOS. IN ADDRESS, PAX/BELL IN TELEPHONE BOX.

NOTE: Log "Type" is classified as CR - Sworn Affidavit not required.

ALLEGATIONS

Allegation #1: It is alleged by the complainant Sgt. Joseph Stehlik #1945 of Unit 121 that the accused, Crossing Guard Lisa HAMPTON Employee [REDACTED] of Unit 003 received a written order-Notice of Indebtedness form referencing E01-07 on 22 May 2013 from Sgt. James CIANNELLA #1068 of Unit 003 and failed to come into compliance within 30 days of being notified of her indebtedness to the City of Chicago.

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**FINDINGS:**

ACCUSED: Crossing Guard Patricia HOWARD Employee [REDACTED] Currently assigned to Unit 003.

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INVESTIGATOR'S SIGNATURE



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15	REPORT (OTHER)	5	Statement of accused Crossing Guard Patricia HOWARD.
16	DEPARTMENT DIRECTIVE OR GENERAL ORDER	7	Employee Resource E01-07.
17	COMPLIMENTARY HISTORY	1	
18	DISCIPLINARY HISTORY	2	
19	PRE-DISCIPLINARY HEARING OUTCOME	1	
20	TO/FROM REPORT	1	